CHAPTER 2
SECTION 2.3

DATA REQUIREMENTS - HEADER RECORD DATA

DATA ELEMENT DEFINITION

ELEMENT NAME:	BATCH/VOUCHER ASAP ACCOUNT NUMBER		

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-025	1	Yes[1]

PRIMARY PICTURE (FORMAT)	Eight (8) alphanumeric characters.
DEFINITION	This field is used to identify the Automated Standard Application for Payment (ASAP) Account[2] Number the voucher will be drawn from. Each year when new non-financially underwritten bank account(s) are setup by the contractor (per the TRICARE Operations Manual, Chapter 3, Section 2), TMA will assign an 8 digit ASAP Account Number to draw funds from as checks clear the non-financially underwritten bank account(s).
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	Chapter 2, Section 1.1, paragraph 5.0. provides instructions on how to assign TED Records to the Accrual Fund.

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:
[1] **For Header Type Indicator '0' or '9', Batch/Voucher ASAP Account Number can only be zero filled.**
[2] **For Header Type Indicator '5' or '6', contractor must have "opened" ASAP Accounts with TMA, Contract Resource Management (CRM) per TRICARE Operations Manual (TOM), Chapter 3, Section 2.**

Dᴀᴛᴀ Eʟᴇᴍᴇɴᴛ Dᴇғɪɴɪᴛɪᴏɴ

Eʟᴇᴍᴇɴᴛ Nᴀᴍᴇ:	Bᴀᴛᴄʜ/Vᴏᴜᴄʜᴇʀ Dᴀᴛᴇ		

Rᴇᴄᴏʀᴅs/Lᴏᴄᴀᴛᴏʀ Nᴜᴍʙᴇʀs

Rᴇᴄᴏʀᴅ Nᴀᴍᴇ	Lᴏᴄᴀᴛᴏʀ#	Oᴄᴄᴜʀʀᴇɴᴄᴇs	Rᴇǫᴜɪʀᴇᴅ
Header	0-030	1	Yes

Pʀɪᴍᴀʀʏ Pɪᴄᴛᴜʀᴇ (Fᴏʀᴍᴀᴛ)	Seven (7) alphanumeric characters, YYYYDDD.
Dᴇғɪɴɪᴛɪᴏɴ	Date the contractor first created the batch/voucher for transmission to TMA. This date will not change through the resubmission process.

Cᴏᴅᴇ/Vᴀʟᴜᴇ Sᴘᴇᴄɪғɪᴄᴀᴛɪᴏɴs	YYYY	4 digit calendar year
	DDD	3 digit Julian date

Aʟɢᴏʀɪᴛʜᴍ	N/A

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ Aɴᴅ/Oʀ Gʀᴏᴜᴘ Eʟᴇᴍᴇɴᴛs

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ	Gʀᴏᴜᴘ
N/A	BATCH/VOUCHER NUMBER

Nᴏᴛᴇs Aɴᴅ Sᴘᴇᴄɪᴀʟ Iɴsᴛʀᴜᴄᴛɪᴏɴs:
N/A

DATA ELEMENT DEFINITION

ELEMENT NAME:	BATCH/VOUCHER IDENTIFIER		

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-015	1	Yes

PRIMARY PICTURE (FORMAT)	One (1) alphanumeric character.
DEFINITION	Identifies the type of records submitted in the batch/voucher.

CODE/VALUE SPECIFICATIONS	3	Provider (Batch Only)
	4	Pricing (Batch Only)
	5	Institutional/Non-Institutional (Batch/Voucher)

ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	CONTRACT IDENTIFIER

NOTES AND SPECIAL INSTRUCTIONS:
N/A

Dᴀᴛᴀ Eʟᴇᴍᴇɴᴛ Dᴇғɪɴɪᴛɪᴏɴ

Eʟᴇᴍᴇɴᴛ Nᴀᴍᴇ:	Bᴀᴛᴄʜ/Vᴏᴜᴄʜᴇʀ Nᴜᴍʙᴇʀ		

Rᴇᴄᴏʀᴅs/Lᴏᴄᴀᴛᴏʀ Nᴜᴍʙᴇʀs

Rᴇᴄᴏʀᴅ Nᴀᴍᴇ	Lᴏᴄᴀᴛᴏʀ#	Oᴄᴄᴜʀʀᴇɴᴄᴇs	Rᴇǫᴜɪʀᴇᴅ
Header	0-020	1	Yes

Pʀɪᴍᴀʀʏ Pɪᴄᴛᴜʀᴇ (Fᴏʀᴍᴀᴛ)	Group
Dᴇғɪɴɪᴛɪᴏɴ	Field containing multiple elements that uniquely identify the batch/voucher.
Cᴏᴅᴇ/Vᴀʟᴜᴇ Sᴘᴇᴄɪғɪᴄᴀᴛɪᴏɴs	N/A
Aʟɢᴏʀɪᴛʜᴍ	N/A

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ Aɴᴅ/Oʀ Gʀᴏᴜᴘ Eʟᴇᴍᴇɴᴛs

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ	Gʀᴏᴜᴘ
BATCH/VOUCHER ASAP ACCOUNT NUMBER BATCH/VOUCHER DATE BATCH/VOUCHER SEQUENCE NUMBER BATCH/VOUCHER RESUBMISSION NUMBER	CONTRACT IDENTIFIER

Nᴏᴛᴇs Aɴᴅ Sᴘᴇᴄɪᴀʟ Iɴsᴛʀᴜᴄᴛɪᴏɴs:
N/A

DATA ELEMENT DEFINITION

ELEMENT NAME:	BATCH/VOUCHER RESUBMISSION NUMBER		

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-040	1	Yes

PRIMARY PICTURE (FORMAT)	Two (2) alphanumeric characters.
DEFINITION	Identifies the number of submissions for the batch/voucher.
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	Set initial submission batch/voucher to 00 and increment by one (1) with each resubmission of rejected TED Records. Do **not** increment if resubmitting a batch/voucher that failed batch/voucher header edits.

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	BATCH/VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:
N/A

DATA ELEMENT DEFINITION

ELEMENT NAME:	BATCH/VOUCHER SEQUENCE NUMBER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-035	1	Yes

PRIMARY PICTURE (FORMAT)	Two (2) alphanumeric characters.
DEFINITION	A sequential number assigned by the contractor to uniquely identify the batch/voucher. Once assigned, the number remains with the batch/voucher through resubmission process if applicable.
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	Set initial sequence number to 01 and increment by one (1) for each subsequent batch/voucher for that date. Do not "reuse" sequence number within Contract Identifier.

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	BATCH/VOUCHER NUMBER

NOTES AND SPECIAL INSTRUCTIONS:
Batch/Voucher Sequence Number will not be duplicated for that date (i.e., once sequence number 01 has been assigned to a batch or voucher it cannot be assigned to any other batch or voucher for that day).

DATA ELEMENT DEFINITION

ELEMENT NAME:	CONTRACT IDENTIFIER

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-005	1	Yes

PRIMARY PICTURE (FORMAT)	Group
DEFINITION	Field containing multiple elements that uniquely identify each batch/voucher of records submitted by the contractor.
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
CONTRACT NUMBER BATCH/VOUCHER IDENTIFIER BATCH/VOUCHER NUMBER	N/A

NOTES AND SPECIAL INSTRUCTIONS:
N/A

Data Element Definition

ELEMENT NAME:	CONTRACT NUMBER		

Records/Locator Numbers

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-010	1	Yes
PRIMARY PICTURE (FORMAT)	Thirteen (13) alphanumeric characters.		
DEFINITION	The unique 13 digit contract number assigned to a contract.		
CODE/VALUE SPECIFICATIONS	N/A		
ALGORITHM	N/A		

Subordinate And/Or Group Elements

SUBORDINATE	GROUP
N/A	CONTRACT IDENTIFIER

NOTES AND SPECIAL INSTRUCTIONS:
N/A

DATA ELEMENT DEFINITION

ELEMENT NAME:	FUND ACCOUNTING

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-065	1	Yes[1]

PRIMARY PICTURE (FORMAT)	Ten (10) signed numeric digits including two (2) decimal places.
DEFINITION	This field contains the total Government drug cost dollars dispensed by the contractor.
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:
[1] **Required for Mail Order Pharmacy must be zero filled for all others.**

NOTE: For Mail Order Pharmacy Records the FUND ACCOUNTING Must equal the sum of (AMOUNT ALLOWED BY PROCEDURE CODE minus AMOUNT BILLED BY PROCEDURE CODE) for all included records.

DATA ELEMENT DEFINITION

ELEMENT NAME:	HEADER TYPE INDICATOR

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-001	1	Yes

PRIMARY PICTURE (FORMAT)	One (1) alphanumeric character.
DEFINITION	Code to indicate whether the record is a batch header or voucher header, and whether a voucher contains admin rate eligible records.

CODE/VALUE SPECIFICATIONS		
	0	Batch Header (used on all provider and pricing batches, and for institutional/non-institutional non-admin claim rate TED records).
	5	Voucher Header (used only for institutional/non-institutional non-admin claim rate eligible TED records).
	6	Voucher Header (used only for institutional/non-institutional admin claim rate eligible TED records).
	9	Batch Header (institutional/non-institutional admin claim rate eligible TED records).

ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:
N/A

Data Element Definition

ELEMENT NAME:	INITIAL TRANSMISSION DATE (TMA DERIVED)

Records/Locator Numbers

Record Name	Locator#	Occurrences	Required
Header	0-055	1	Yes[1]

Primary Picture (Format)	Eight (8) numeric characters, YYYYMMDD.
Definition	The Initial Transmission Date will be the date the contractor transmitted the voucher to TMA.
	1. **Voucher**: Once submission 00 has cleared, the Initial Transmission Received date **cannot** change, since this will be the date that TMA obligates the non-financially underwritten money and the date that will appear on the checks being issued to the providers/beneficiaries.
	2. **Batch**: This field will be zero filled.

Code/Value Specifications	YYYY	4 digit calendar year
	MM	2 digit calendar month
	DD	2 digit calendar day

Algorithm	N/A

Subordinate And/Or Group Elements

Subordinate	Group
N/A	N/A

Notes And Special Instructions:
[1] **Contractor must leave this field blank. Data will be populated and maintained by TMA.**

Dᴀᴛᴀ Eʟᴇᴍᴇɴᴛ Dᴇꜰɪɴɪᴛɪᴏɴ

Eʟᴇᴍᴇɴᴛ Nᴀᴍᴇ:	TMA Bᴀᴛᴄʜ/Vᴏᴜᴄʜᴇʀ Pʀᴏᴄᴇꜱꜱɪɴɢ Dᴀᴛᴇ (TMA Dᴇʀɪᴠᴇᴅ)		

Rᴇᴄᴏʀᴅꜱ/Lᴏᴄᴀᴛᴏʀ Nᴜᴍʙᴇʀꜱ

Rᴇᴄᴏʀᴅ Nᴀᴍᴇ	Lᴏᴄᴀᴛᴏʀ#	Oᴄᴄᴜʀʀᴇɴᴄᴇꜱ	Rᴇꞯᴜɪʀᴇᴅ
Header	0-060	1	No[1]

Pʀɪᴍᴀʀʏ Pɪᴄᴛᴜʀᴇ (Fᴏʀᴍᴀᴛ)	Eight (8) numeric characters, YYYYMMDD.
Dᴇꜰɪɴɪᴛɪᴏɴ	The date the batch/voucher was processed by TMA.

Cᴏᴅᴇ/Vᴀʟᴜᴇ Sᴘᴇᴄɪꜰɪᴄᴀᴛɪᴏɴꜱ	YYYY	4 digit calendar year
	MM	2 digit calendar month
	DD	2 digit calendar day

Aʟɢᴏʀɪᴛʜᴍ	N/A

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ Aɴᴅ/Oʀ Gʀᴏᴜᴘ Eʟᴇᴍᴇɴᴛꜱ

Sᴜʙᴏʀᴅɪɴᴀᴛᴇ	Gʀᴏᴜᴘ
N/A	N/A

Nᴏᴛᴇꜱ Aɴᴅ Sᴘᴇᴄɪᴀʟ Iɴꜱᴛʀᴜᴄᴛɪᴏɴꜱ:
[1] **Contractor must leave this field blank. Data will be populated by TMA.**

DATA ELEMENT DEFINITION

ELEMENT NAME:	TOTAL AMOUNT PAID

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-050	1	Yes[1]

PRIMARY PICTURE (FORMAT)	Twelve (12) signed numeric digits including two (2) decimal places.
DEFINITION	This field contains the total benefit dollars paid by the contractor and the interest paid for the TED Records contained in either the batch or voucher.
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:
[1] **Must be zero filled for Provider and Pricing file batch header records.**

NOTE: For Mail Order Pharmacy Records the TOTAL AMOUNT PAID must equal AMOUNT PAID BY GOVERNMENT CONTRACTOR BY PROCEDURE CODE for all included records.

DATA ELEMENT DEFINITION

ELEMENT NAME:	TOTAL NUMBER OF RECORDS

RECORDS/LOCATOR NUMBERS

RECORD NAME	LOCATOR#	OCCURRENCES	REQUIRED
Header	0-045	1	Yes

PRIMARY PICTURE (FORMAT)	Seven (7) numeric digits.
DEFINITION	Total number of records submitted in the batch or voucher, exclusive of the header and trailer records. (Refer to Chapter 2, Section 2.2)
CODE/VALUE SPECIFICATIONS	N/A
ALGORITHM	N/A

SUBORDINATE AND/OR GROUP ELEMENTS

SUBORDINATE	GROUP
N/A	N/A

NOTES AND SPECIAL INSTRUCTIONS:
N/A